

**Washington
Military
Department**



**Emergency
Management
Division**

Effective Date: July 1, 2011

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E911 AUXILIARY GENERATOR SUPPORT POLICY

Cancels all previous E911 Auxiliary Generator Support Policies

See Also:

WAC 118-66
E911 County Contract Policy
E911 County Regionalization Contract Policy
E911 Training Policy
E911 Salaries & Benefits Policy
Washington State Patrol Contract Policy

AUXILIARY GENERATOR SUPPORT POLICY

This policy applies to counties and Washington State Patrol (WSP) that have entered into a contract with the state E911 office and are eligible for the Operations Section of the contract.

This policy clarifies that an auxiliary generator's role is to support Enhanced 911 (E911) emergency telephone service for backup in accordance with WAC 118-66 and is eligible for reimbursement as an E911 expense.

1. Analysis

In certain situations, there may be prolonged power outages that exceed the back-up time for the uninterruptible power supply (UPS) at the Public Safety Answering Point (PSAP). To satisfy prudent contingency planning procedures, it is recommended that the PSAP be equipped with an auxiliary source for long-term emergency power. The generator should be capable of sustained operation, including 72 hours of continuous operation from on-site fuel sources. Such a generator should be sized appropriately to accommodate the PSAP's minimum critical loads as defined below:

- a. E911 Call Receiver equipment.
- b. Automatic Number Identification and Automatic Location Identification (ALI) controllers.
- c. ALI link modems and Network interfaces.
- d. Telephone common equipment.
- e. Intelligent workstation (IWS) common equipment.
- f. Telecommunications Teletype Devices (TTY).
- g. Call Detail Recorder Printer.
- h. PSAP Master Clock.
- i. Emergency lighting.
- j. PSAP floor and equipment room heating ventilation/air conditioning unit.

2. Decision

- a. The State E911 Office will reimburse eligible counties/WSP for the following items in accordance with the conditions listed below:
 - i. Auxiliary Generator - Line Item: **C3**
 - Purchase or lease and installation of an auxiliary generator to support E911 emergency telephone services for backup purposes. Reimbursement of the purchase/lease and installation is limited to \$40,000 and must be pro-rated if used for other organizations and components not related to the PSAP.
 - ii. Auxiliary Generator Maintenance - Line Item **C3.1**
 - Routine repairs and preventive maintenance cost shall not exceed 10 percent of the approved amount or \$4,000 whichever is less (per fiscal year).
 - Maintenance funds may be used for agreements with vendors, time and materials, spare parts and/or salaries/benefits to maintain equipment.
 - Maintenance funds may also be used for training to maintain equipment.
 - Emergency repairs will be reviewed for eligibility on a case by case basis.
- b. Reimbursement for lease costs shall be on a year-to-year basis.
- c. Purchase or lease of E911 equipment must follow PSAP or governing jurisdictional procurement laws, procedures and/or policies.
- d. The requested amount must be reasonable, prudent, and applicable to E911. Prior to purchasing or leasing the equipment, county/WSP must submit a written quote including shipping, handling, taxes, and installation charges to the State E911 Office at E911request@emd.wa.gov for review and approval. Without prior written approval the purchase or lease may not be eligible for reimbursement by the State E911 Office.
- e. All E911 equipment must be ordered, installed and accepted no later than the end of the contract performance period of June 30, 2013. Work performed outside the contract performance period will not be eligible for reimbursements.
- f. In the event of an emergency, exceptions may be made on a case by case basis.

3. Moratorium

A moratorium will be in place from **March 1** through **June 30**. During this moratorium, no equipment requests will be processed.

In the event of an emergency, exceptions may be made on a case by case basis.

Approved by:

 6 MAY 2011
Kurt Hardin, Acting State E911 Administrator